



**UNITED STATES BANKRUPTCY COURT**  
CENTRAL DISTRICT OF CALIFORNIA  
OFFICE OF THE CLERK

**JON D. CERETTO**  
Executive Officer  
Clerk of Court

**PUBLIC NOTICE**

**RE: Director's Interim Guidance Regarding Tax Information  
Under 11 U.S.C. § 521**

Effective October 17, 2005, all tax information provided in accordance with section 521 of the Bankruptcy Code is subject to the Judicial Conference of the United States Policy on Privacy and Public Access to Electronic Case Files <http://www.privacy.uscourts.gov/Policy.htm> ("JCUS policy") (JCUS SEP/OCT 01, pp. 49-50). In accordance with the JCUS policy, the debtor should take the following steps to redact personal identifiers in any tax information filed with the court or provided to the trustee or creditor(s), in either electronic or paper.

- ▶ **Social Security numbers.** If an individual's social security number is included, only the last four digits of that number should appear;
- ▶ **Names of minor children.** If a minor child(ren) is/are identified by name, only the child(ren)'s initials should appear;
- ▶ **Dates of birth.** If an individual's date of birth is included, only the year should appear; and
- ▶ **Financial account numbers.** If financial account numbers are provided, only the last four digits of these numbers should appear.

Court employees are not responsible for redacting any of the personal identifying information. The responsibility for redacting personal identifiers rests solely with the debtor.

Please refer to the Director's Interim Guidance Regarding Tax Information under 11 U.S.C. § 521 for more information implementing the JCUS policy. The Interim Guidance may be found at [www.uscourts.gov/bankruptcycourts/DirTaxGuidance](http://www.uscourts.gov/bankruptcycourts/DirTaxGuidance).

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**05-018 (10/18/05)**